



Peter McWalters
Commissioner

Rhode Island Department
of
Elementary and Secondary Education

Request for Proposals

Rhode Island Reading First
The “RHODE” to READING ACHIEVEMENT

APPLICATION DEADLINE: 4 PM on Friday, May 21, 2004

Please submit one (1) original and six (6) copies to:

**Pattie Ricci
Office of Instruction, 5th floor
Rhode Island Department of Education
255 Westminster Street
Providence, Rhode Island 02903**

Rhode Island Reading First

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Proposal Format

Each proposal **must** be submitted in the format outlined below. Please use the following as a checklist for assembling your completed proposal.

- ___ 1. **Cover Page** (Attachment A): Must be signed by the Superintendent
- ___ 2. **Statement of District Commitment** (Attachment B): The district is required to submit a statement of commitment to the Reading First Program. The statement must include the list and signatures of those staff members expected to be part of the Leadership Team and must indicate who will serve as the district’s Reading First Liaison.
- ___ 3. **Proposal Abstract** (Attachment C): Indicate the schools selected to participate in the Rhode Island Reading First Program and **briefly** describe the district’s Reading First plan for reading instruction, instructional assessment (screening, diagnostic, progress monitoring and outcome), and professional development. **Not to exceed one page.**
- ___ 4. **Statement of Faculty Commitment** (Attachment D): **Each** school is required to submit a statement of commitment to the Reading First Program. The statement must include what staff members will be expected to do **and** the signatures of those expected to participate. The chairperson of the School Improvement Team must sign the Statement of Alignment. **Note: Participating staff members are expected to attend the Reading First Summer Institute.**
- ___ 5. **Proposal Narrative** (Attachment E): Requirements for this section are contained in the *Rubric for Reviewing and Scoring Proposals* (attached). General Guidance is also provided.
- ___ 6. **Budget Section** (Attachment F): This section should reflect a budget up to \$200,000 per school. Proposed expenditures **must** include those mandated by RI Reading First. Other expenditures should be described as completely as possible.
- ___ 7. **Signed Assurances** (Attachment G)

Rhode Island Reading First

The "RHODE" to READING ACHIEVEMENT

Applicant: _____

Address: _____

Telephone: _____ FAX: _____

Contact Person: _____
(District RF Liaison)

E-mail Address for Contact: _____

Telephone of Contact: _____

Number of district schools applying for Reading First funds: _____

Total amount of funds requested: \$ _____

Date of submission: _____

Superintendent: _____
(Name)

(Signature)

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Statement of District Commitment:

Members of the District Leadership Team:

Name	District Position	Signature

_____ will serve as the District's RF Liaison.

Statement of District Commitment

Attachment B

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District Abstract: Indicate the schools selected to participate in the Rhode Island Reading First Program and **briefly** describe the district’s Reading First plan for reading instruction, assessment (screening, diagnostic, progress monitoring and outcome), and professional development. **Not to exceed one page.**

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SCHOOL NAME:

Statement of Faculty Commitment:

(This page may be duplicated.)

[illegible]

In order to be considered for funding, 100% of the primary faculty including ESL and Special Educators, the reading specialist(s), **and** the principal must agree to participate.

Statement of Alignment

Participation in the Rhode Island Reading First Program is aligned with this school's improvement plan.

Signature of SIT Chairperson

Statement of Faculty Commitment

Attachment D

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Required Narratives (For guidance, see the attached Rubric and the General Guidance section.):

1. During the Pre-application technical assistance sessions, what did the district discover about its current reading initiatives, strengths and weaknesses? (10 points)
2. Describe the district’s process for selecting schools to be served by the Reading First Program. (10 points)
3. The Rhode Island Reading First Program will require schools to use common instruments for screening, progress monitoring, and outcome assessments. Describe how the district has selected and will administer diagnostic assessments to be used to gain a more in-depth analysis of a student’s strengths and weaknesses. (15 points)
4. Describe the district’s proposed strategies and programs for reading instruction. (15 points)
5. Describe the instructional materials that will support the K-3 reading program. (10 points)
6. Describe the district’s plan for Reading First instructional leadership. (10 points)
7. Describe the district- and school-based professional development plan for Reading First. Appendix D contains a sample action plan. (20 points)
8. Describe the district-based technical assistance that will support all schools, including those selected as Reading First schools. (10 points)
9. Describe how the district will improve access to additional high quality print materials. (10 points)
10. Describe the district’s evaluation strategies for the Reading First Program. (20 points)
11. Describe the district’s plan for the use of the Rhode Island Reading First funds (10 points)
12. Describe the district’s overall management plan for Reading First. (10 points)